

GOUR MAHAVIDYALAYA, MANGALBARI, MALDA

INTERNAL QUALITY ASSURANCE SYSTEM

(01.07.2020 to 30.05.2021)

MINUTES OF THE MEETINGS OF THE IQAC, AND ACTION TAKEN REPORT:

Internal Quality Assurance Cell	Constituted on 13.05.2019.
(1) Dr. Ashim Kumar Sarkar, Principal and Chairman.	, Principal and Chairman.
(2) Dr. Pulak Kumar Kundu, Associate Professor.	Coordinator.
(3) Sri Satyajit Paul, Assistant Professor	Assistant Coordinator
(4) Dr. S. Shome, Associate Professor	Member, Teaching
(5) Sri Arijit Bhattacharya, Assistant professor	Member, TCS, Teachers' Council, Coordinator, NAAC Screening Committee
(6) Dr. N. K. Mridha, Assistant Professor .	Member, Bursar, Representative, Administration.
(7) Md Mursed Alam, Assistant professor	Member, Teacher Representative, Jt. Coordinator, NAAC Screening Committee
(8) Dr. S. Biswas, Assistant Professor	Member, Teaching

(9)Dr.K.C.Mahato,Assistant Professor	Member, Teaching.
(10)Sri Rakesh Sarkar,assistant Professor	Member, Teaching.
(11)Syfujjaman Tarafder,Assistant Professor	Member,Teaching
(12)Sri Bikram saha,Assistant Professor	Member,Gour Mahavidyalaya Alumni Association
(13)Smt .Keka Kumar,Librarian	Member,Administration
(14)Mustaq Ali,Cashier	Member,Management
(15)Sri Bijan Sikder, Non-Teaching Staff	Member,Management
(16)Sri Kartik Ghosh,Chairman,Old Malda Municipaliyu	Member,Stakeholder
(17)Sri Somesh Chandra Das	Rotarian,Member
(18)Sri Raj Harijan,Student	Member,Student

GOUR MAHAVIDYALAYA,MANGALBARI,MALDA	
INTERNAL QUALITY ASSURANCE CELL	
IQAC: Meeting:	No.01.
Minutes of the proceedings of the meetings of the IQAC	Meetinh No. 1.
Venue:	Principal's chamber.
Date:	11.07.2020.
Time	12 Noon to 2 P.M.(2 Hours)
Agenda of the meeting:	1:To confirm the resolutions of the previous

	meeting.
	2: Review of Action taken Report of the previous meeting held on 16.05.2020.
	3.Filling of SSR(NAAC-3rd Cycle)-Responsibility.
	4:Discussion on automation of Library.
	5:Preparation of Code of Conduct for different stakeholders and uploading in the College Website.
	6.Continuation of online teaching and learning process.
	7.Discussion on classes concerning Yoga and Meditation.
	8.Miscellaneous.

Minutes of the meeting of the IQAC,Gour Mahavidyalaya,Mangalbari,Malda,held on 11.07.2020 at 12 Noon to 2 P.M. in the principal's room.

Dr.Ashim Kumar Sarkar,Principal, takes the chair and initiates the discussion.

Agenda of the meeting:1.To confirm the resolutions of the previous meeting.

1.Resolved that the resolutions of the previous meeting are read out and confirmed.

Agenda of the meeting:2. Review of Action taken Report of the previous meeting held on 16.05.2020.

2.Reviewed action taken report of the previous meeting dated 16.05.2021 and the action taken report of the year20-19-20 is approved.2(a)AQAR of the year2019-20 was submitted on 11.06.2020 and completed the task within 06.07.2020.2b.It is observed that preparation for 3rd cycle(NAAC accreditation) is going on as per plan of action approved in the meeting held on 16.05.2020.

Agenda of the meeting:3.Filling of SSR(NAAC-3rd Cycle)-Responsibility.

3. Resolved that the conveners of the different committees are requested to submit filled in format of SSR(NAAC 3rd Cycle) on27.11.2020.

Item	Responsibility
1.Criterion-1-Curricular Aspects: Curricular planning	Dr.S.Shome,Convener, and members of the

and implementation;1.2.Academic Flexibility.	Academic Council.
2.Criterion-2- Teaching, Learning and Evaluation;2.2.Catering to Student Diversity;2.3.Teaching and Learning;2.1.Student enrolment and profile	Dr.Mursed Alam,Assistant Convener,NAAC Screening Committee,Sri Satyajit Paul,Assistant Professor,Smt Amrita Sarkar,Assistant Professor,Smt Urmimala Basak Roy,Assistant Professor.
3.Curriculum Enrichment:all Items	Smt Urmimala Basak Roy,Assistant Professor.
4.1.4.Feedback System	Sri Satyajit Paul,Assistant Professor,Convener, Feedback Review Committee.
5.2.4.Teacher Profile and Quality	Dr.N.K.,Mridha,Assistant Professor.
6.2.5.Evaluation Process and Reforms	Dr.N.K.,Mridha,Assistant Professor,Convener,Examination Committee...
7.Research,Innovations	Dr.S.Shome,Associate Professor, and members of the

	Research Committee.
8.3.1.2.Research Projects.1.3.3.Number of Seminars/Conference/Workshop;3.2.3.Research Publication;3.2.2.Numbers of Books and chapters in Edited Volume/Books Published	Dr.S.Agarwal, Assistant professor, Members of Research Committee.
9.3.3.Extension Activities;Games and Sports	Sri Rakesh Sarkar, Programme Officer,N.S.S.;Sri Arup Roy, Programme Officer,N.S.S;Convener, sports committee.
10.3.4.Collaboration	Dr.Rishi Ghosh,Assistant Professor.
11.Criterion-4-Infrastructure	Syfujjaman Tarafder,Assistant Professor,Convener,Building Committee.
12.4.2.Library as a learning resources	K.Kumar. Librarian,members of the Library Committee.
13.4.3.IT infrastructure	Sri Arijit Bhattacharya,Assistant Professor,Sri Akhil Kr.Das,Convener,ICT Committee, Ekram Alam, Assistant Professor.
14.4.4.Maintenance of Campus	Dr.N,K,Mridha,Convener

Infrastructure	r, Finance and Purchase Committee.
15.Student Support and Progression	Dr.S.Biswas, Convener,student Support and Progression Committee,Sri Arup Roy,Assistant Professor.
16.5.4.Alumni Assocuiation	Dr.K.M.Mahata,Conven er,Members of Alumni Association.
17.Governance,Management and Leadership	P.K.Kundu,Coordinator, IQAC, Dr.N.K.Mridha, Assistant Professor.
18.6.3.Faculty Empowerment Strategies	P.K.Kundu,Coordin ator,IQAC, Dr.N.K.Mridha, Assistant Professor.
19.6.4. Management and Resource Mobilization	Dr.N.K.,Mridha,Con venger,Finance and Purchase Committee.
20.6.5.IQAC	Dr.P.K.Kundu,Coor dinator,Members of IQAC
21.7.1.Institutional Values and Best practices	Smt Urmimalara Basak Roy,Convener and members of the Academic Council.
22.7.2.Best Practices	P.K.Kundu,N.K.Mri dha, Md Mursed Alam,Assistant

	Professor.
23.Academic Calendar	Dr.Supriya Biswas,Convenber,Aca demic Calendar Committee, Members.
24.Gender Issues	Smt U.Basak Roy and Members of the Committee.

Agenda of the meeting:4.Discussion on Automation of Library.

4.Resolved that Keka Kumar,Librarian, Gour Mahavidyalaya,Mangalbari,Malda,is requested to submit proposal.

Agenda of the meeting:5.Preparation of code of conduct for different stakeholders and uploading in the college website.

5.Resolved thatSri Arijit Bhattacharya,Secretary,Teachers' Council, and Md Mursed Alam,Assistant conveneor,NAAC Screening Committee,are requested to prepare the code of conduct for different stakeholders in consultation with Principal and IQAC Coordinator.

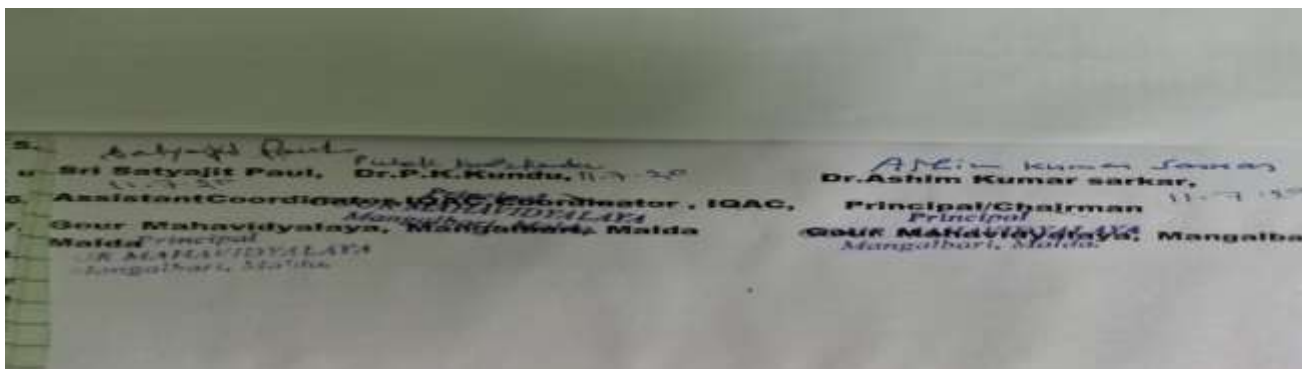
Agenda:6.Continuation of online teaching and learning process.

6.Members of the teaching staff are requested to continue online teaching and learning process, and send the report to the Coordinator,IQAC.

Agenda.7.Discussion on classes concerning yoga and meditation.

7.Resolved that Sri Apurba Kumar Mandal,S.Pwer,Guest Lecturers, are requested to complete the task.

The meeting came to an end with a vote of thanks to and from the chair.



ACTION TAKEN REPORT

Minutes of the proceedings of the meetings of the IQAC, Gour Mahavidyalaya,Mangalbari,Malda,held on11.07.2020at12 noon to 2 P.M.(2 hours) in the Principal’s chamber (Meeting No-1)

Action taken report on the basis of the meeting of the IQAC held on11.07.2021at 12 noon to 2 P.M.(2 hours) in the Principal’s chamber:

Sl No.	Agenda	Discussion	Action taken report
1.	1.To confirm	1.Dr.P.K.Kundu, Coordinator,IQAC,re	1.The resolutions of the previous

	the resolutions of the previous meeting.	ad out the resolutions of the previous meeting dated 06.06.2020.	meeting dated 06.06.2020 were unanimously confirmed.
2.	2. Review of Action taken Report of the previous meeting held on 16.05.2020 .	2. Members of the IQAC and Principal checked thoroughly Action taken Report of the previous year.	2. Members of the IQAC and Principal approved Action taken Report of the previous year.
3.	3. Filling of SSR (3rd Cycle)- Responsibility.	Principal, Coordinator, IQAC, and Members of IQAC, Gourv Mahavidyalaya, prepared duty chart to complete the task of filling SSR for 3rd cycle.	Members of the IQAC and conveners of different committees started the process of filling SSR for 3rd cycle.
4.	4. Discussion on Automation of Library	After a thread bare discussion members agreed to complete the task within 6 months.	Keka Kumar submitted the proposal for Automation of Library.

5.	5.Preparation of Code of Conduct for different stakeholders and uploading in the college website.	Sri Arijit Bhattacharya,Secretary, Teachers' Council and Md Mursed Alam,Assistant Coordinator, NAAC screening committee,were requested to complete the task withing 2 months.	Sri Arijit Bhattacharya,Secretary, Teachers' Council and Md Mursed Alam,Assistant Coordinator, NAAC screening committee,completed the task of preparing Code of Conduct for different stakeholders.
6.	6.Continuation of online teaching and learning process.	Principal and members of the IQAC agreed that online teaching and learning process be continued and records be uploaded in the college website(Departmental box).	Faculty members assured that online classes were going on.
7.	7.Discussion on classes concernin g Yoga and Meditation .	Faculty members of the Department of Physical education were requested to complete the task and keep records.	Faculty members of the Department of Physical education informed us that the task would be completed in December,2020.

Internal Quality Assurance Cell	Constituted on 13.05.2019.
(1) Dr. Ashim Kumar Sarkar, Principal and Chairman.	, Principal and Chairman.
(2) Dr. Pulak Kumar Kundu, Associate Professor.	Coordinator.
(3) Sri Satyajit Paul, Assistant Professor	Assistant Coordinator
(4) Dr. S. Shome, Associate Professor	Member, Teaching
(5) Sri Arijit Bhattacharya, Assistant professor	Member, TCS, Teachers' Council, Coordinator, NAAC Screening Committee
(6) Dr. N. K. Mridha, Assistant Professor .	Member, Bursar, Representative, Administration.
(7) Md Mursed Alam, Assistant professor	Member, Teacher Representative, Jt. Coordinator, NAAC Screening Committee
(8) Dr. S. Biswas, Assistant Professor	Member, Teaching
(9) Dr. K. C. Mahato, Assistant Professor	Member, Teaching.
(10) Sri Rakesh Sarkar, Assistant Professor	Member, Teaching.
(11) Syfujjaman Tarafder, Assistant Professor	Member, Teaching
(12) Sri Bikram Saha, Assistant	Member, Gour Mahavidyalaya Alumni Association

Professor	
(13)Smt .Keka Kumar,Librarian	Member,Administration
(14)Mustaq Ali,Cashier	Member,Management
(15)Sri Bijan Sikder, Non-Teaching Staff	Member,Management
(16)Sri Kartik Ghosh,Chairman,Old Malda Municipaliyu	Member,Stakeholder
(17)Sri Somesh Chandra Das	Rotarian,Member
(18)Sri Raj Harijan,Student	Member,Student

GOUR MAHAVIDYALAYA,MANGALBARI,MALDA	
INTERNAL QUALITY ASSURANCE CELL	
IQAC: Meeting:	No.02.
Minutes of the proceedings of the meetings of the IQAC	
Venue:	Principal's chamber.
Date:	08.08.2020.
Time	7 P.M. to 9 P.M.(2 hours,Online)
Agenda of the meeting:	1:To confirm the resolutions of the previous meeting.
	2: Discussion on Action taken Report of the previous meeting held on 11.07.2020.
	3. Discussion on progress

	of work related to NAAC(3rd cycle).
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Minutes of the online meeting of the IQAC,Gour Mahavidyalaya,Mangalbari,Malda,held on08.08.2020 at 7 P.M. to 9 P.M.(2 hours)

Dr.Ashim Kumar Sarklar,Principal,Gour Mahavidyalaya,Mangalbari,Malda,takes the chair and initiates the discussion.

Agenda of the meeting:1.To confirm the resolutions of the previous meeting.

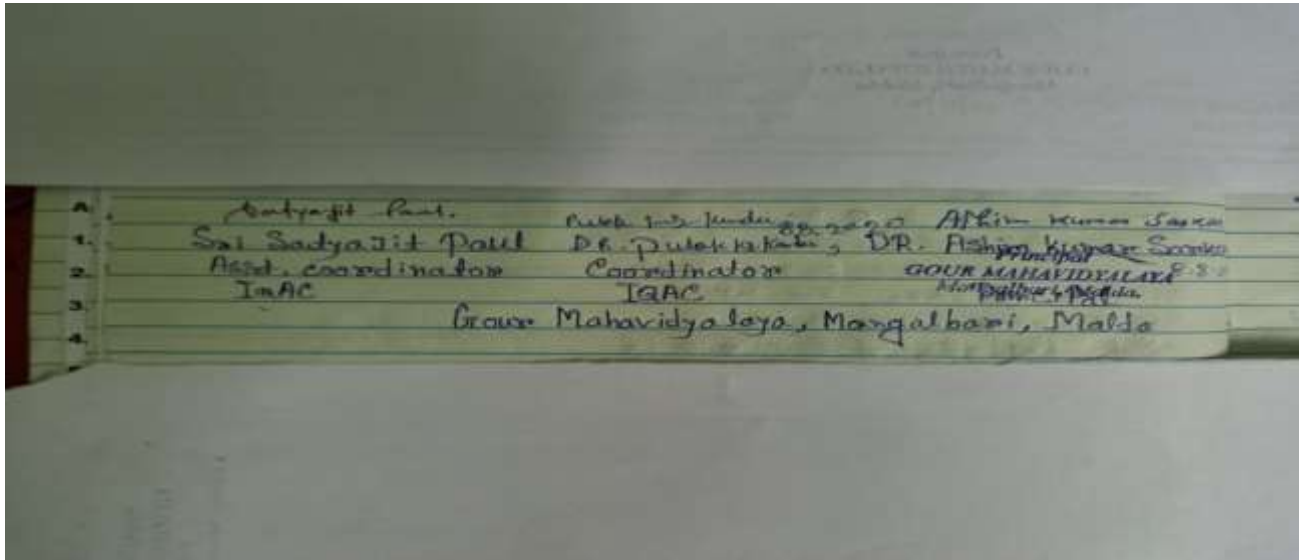
1.Resolved that the resolutions of the previous meeting held on 11.07.2020are read out and conformed.

Agenda of the meeting:2.Discussion on the Action taken Re[port of the previous meeting held on 11.09.2021.

2.It is observed that the conveners of the different committees have collected data for filling SSR,NAAC,3rd Cycle.

Agenda of the meeting:3.Discussion on progress of work related to NAAC.

3.Resolved that work related to filling up of SSR,NAAC,3rd cycle, is to be completed within 07.12.2020.



ACTION TAKEN REPORT

Minutes of the proceedings of online meeting of the IQAC, Gour Mahavidyalaya, Mangalbari, Malda, held on 08.08.2020 from 7 P.M. to 9 P.M. (2 Hours, Online) (Meeting No-2)

Action taken report on the basis of the online meeting of the IQAC held on 08.08.2020 from 7 P.M. to 9 P.M. (2 hours) (Meeting No-2)

Sl. No.	Agenda	Discussion	Action taken report
1.	1. To confirm the resolutions of the previous meeting.	1. Dr. P.K. Kundu, Coordinator, IQAC, read out the resolutions of the previous meeting dated 11.07.2020.	1. The resolutions of the previous meeting dated 11.07.2020 were unanimously confirmed.
2.	2. Discussion on Action taken Report of	Members presented data that they collected from office for filling SSR. Principal, Md	Conveners of the different committees informed us that they completed

	<p>the previous meeting held on 11.07.2020 .</p>	<p>Mursed Alam,NAAC,Assistant Coordinator, Screening Committee, and IQAC Coordinator explained how data be entered in new format of SSR.</p>	<p>the task of data entry of the year2016-17,2017-18.</p>
<p>3.</p>	<p>3. Discussion on progress of work related to NAAC,3rd cycle.</p>	<p>Members of the IQACverified data concerning Teaching and learning,Extension activities,Games and sports of the year2016-17,and2017-18.</p>	<p>It was observed the conveners of the Academic Council,Finanace and Purchase Committee,Sports Committee,N.S.S. Units,Women Cell,Building Committee,Research Committee completed the task.Members agreed that pending work concerning data entry(NAAC, 3rd cycle) of the year2019-20 be completed within07.12.2021.</p>

Internal Quality Assurance Cell	Constituted on 13.05.2019.
(1) Dr. Ashim Kumar Sarkar, Principal and Chairman.	, Principal and Chairman.
(2) Dr. Pulak Kumar Kundu, Associate Professor.	Coordinator.
(3) Sri Satyajit Paul, Assistant Professor	Assistant Coordinator
(4) Dr. S. Shome, Associate Professor	Member, Teaching
(5) Sri Arijit Bhattacharya, Assistant professor	Member, TCS, Teachers' Council, Coordinator, NAAC Screening Committee
(6) Dr. N. K. Mridha, Assistant Professor .	Member, Bursar, Representative, Administration.
(7) Md Mursed Alam, Assistant professor	Member, Teacher Representative, Jt. Coordinator, NAAC Screening Committee
(8) Dr. S. Biswas, Assistant Professor	Member, Teaching
(9) Dr. K. C. Mahato, Assistant Professor	Member, Teaching.
(10) Sri Rakesh Sarkar, Assistant Professor	Member, Teaching.
(11) Syfujjaman Tarafder, Assistant Professor	Member, Teaching
(12) Sri Bikram saha, Assistant	Member, Gour Mahavidyalaya Alumni Association

Professor	
(13)Smt .Keka Kumar,Librarian	Member,Administration
(14)Mustaq Ali,Cashier	Member,Management
(15)Sri Bijan Sikder, Non-Teaching Staff	Member,Management
(16)Sri Kartik Ghosh,Chairman,Old Malda Municipaliyu	Member,Stakeholder
(17)Sri Somesh Chandra Das	Rotarian,Member
(18)Sri Raj Harijan,Student	Member,Student

GOUR MAHAVIDYALAYA,MANGALBARI,MALDA	
INTERNAL QUALITY ASSURANCE CELL	
IQAC: Meeting:	No.03.
Minutes of the proceedings of the online meetings of the IQAC	
Venue:	Principal's chamber.
Date:	31.08.2020.
Time	08 P.M. to 10 P.M.(2 Hours,Online)
Agenda of the meeting:	1:To confirm the resolutions of the previous meeting.
	2: Review of Action taken Report of the previous meeting held on 08.08.2020.

	3. Discussion on Webinar.
	4.Holding of Studen Seminar by 19 Departments.
	5.Preparation of Budget.

Minutes of the online meeting of the IQAC,Gour Mahavidyalaya,Mangalbari,Malda,held on31.08.2020 at 08 P.M. to 10 P.M.(2 hours)

Dr.Ashim Kumar Sarklar,Principal,Gour Mahavidyalaya,Mangalbari,Malda,takes the chair and initiates the discussion.

Agenda of the meeting:1.To confirm the resolutions of the previous meeting.

1.Resolved that the resolutions of the previous meeting held on 08.08.2020are read out and conformed.

2.Agenda:Review of the Action taken Report of the previous meeting dated 8.8.2020.

2.(a).It is observed that the conveners of the different committees, who have been preparing SSR9 NAAC, 3rd cycle, have completed 15% work.(b).It is found that Code of Conduct is pepared.(c).It is observed that Keka Kumar, Librarian, has submitted proposal for upgradation of the Central Library.(d). It is also observed that49 teachers have been using ICT tools for teaching and learning.

Agenda.3.Discussion on Webinar.

3.Resolved that all the Heads of the different Departments are requested to organize webinar after confirmation from the end of the Principal and IQAC coordinator.

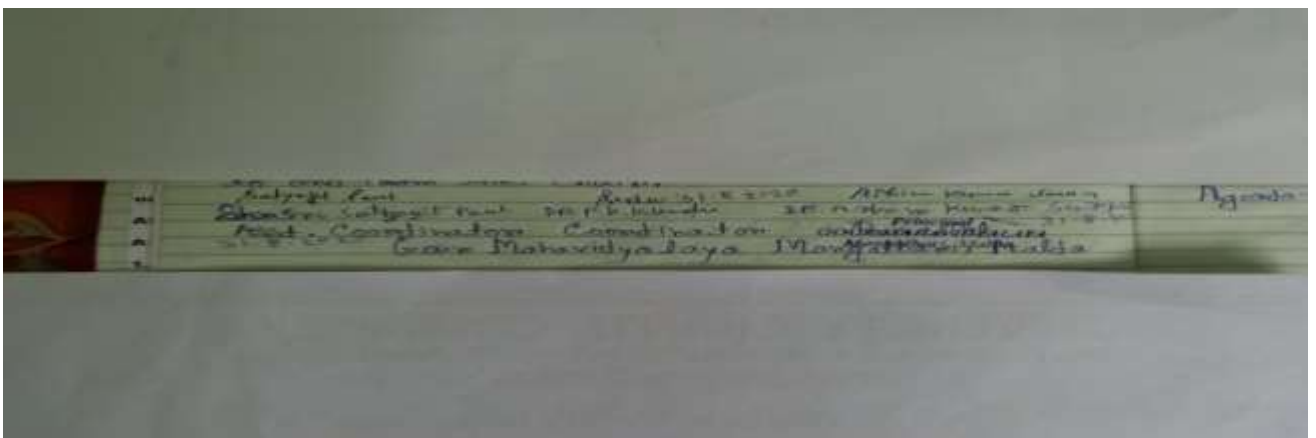
Agenda.4.Holding of Student seminar by 19 Departments.

4.Resolved that all the Heads of the different Departments are requested to instruct the students of 19 Departments must complete student seminar within 30.9.2020.

Agenda.5.PreparationofBudget,Academic,Infrastructure ,Development and maintenance.

5.Resolved that Dr.N.K.Mridha, Bursar,convener, Purchase and Finance Committee, is requested to complete the task as early as possible.

The meeting came to an end with a vote of thanks to and from the chair.



ACTION TAKEN REPORT

Minutes of the proceedings of online meeting of the IQAC,

Gour Mahavidyalaya, Mangalbari, Malda, held on 31.08.2020 from 08 P.M. to 10 P.M. (2 Hours, Online) (Meeting No-3)

Action taken report on the basis of the online meeting of the IQAC held on 31.08.2020 from 08 P.M. to 10 P.M. (2 hours) (Meeting No-2)

S I. N o .	Agenda	Discussion	Action taken report
1	1.To confirm the resolutions of the previous meeting.	1.Dr.P.K.Kundu, Coordinator, IQAC, read out the resolutions of the previous meeting dated 08.08.2020.	1.The resolutions of the previous meeting dated 08.08.2020 were unanimously confirmed.
2	2.Review of the Action taken Report of the previous meeting held on 08.08.2020.	Members of the IQAC reviewed the Action taken Report of the meeting dated 08.08.2021 and the principal requested to present the report	After review the progress of the work it is observed that different conveners have completed the work. It is observed that Code of Conduct has been uploaded in the College website. It is

			<p>also observed that K.Kumar, Librarian has submitted poroposal for upgradation of the College Library. K.Kumar is requested to consult the convener of the Finance and Purchase Committee for Tender.</p>
3	3. Discussion on Webinar.	<p>Members of the IQAC discussed the matter and the Principal requested the members to consult the Principal and IQAC Coordinator before organizing Webinar.</p>	<p>All the Heads of the different Departments consulted with the Principal and Coordinator, IQAC, and conducted Webinars.</p>
4	4.Holding of Student Seminar by 19 Departments	<p>IQAC coordinator and Convener of the Academic Council, requested</p>	<p>All the heads of the different Departments completed the</p>

		all the heads of the different Departments and members of the IQAC to complete the task within 30.09.2020.	task.
5	5.Preparation of Budget, Academic, Infrastructure, Development and maintenance.	Dr.N.K.Mridha, Bursar, convener, Purchase and Finance Committee, was requested to complete the task as early as possible.	Dr.n.K.Mridha, Bursar and Convener, Finance and Purchase Committee, assured us that the task would be completed before Audit.

Internal Quality Assurance Cell	Constituted on 13.05.2019.
(1) Dr. Ashim Kumar Sarkar, Principal and Chairman.	, Principal and Chairman.
(2) Dr.Pulak Kumar Kundu, Associate Professor.	Coordinator.
(3) Dr.Susmita Shome, Associate Professor.	Member, Teacher Representative.
(4) Arijit Bhattacharya, Assistant Professor.	Member , Representative, Administration, Secretary Teachers' Council.

(5)Md Mursed Alam, Assistant Professor.	Member,Teacher Representative.
(6)Dr.N.K.Mridha, Assistant Professor .	Member,Bursar, Representative,Administration.
(7)Smt. Supriya Biswas, Assistant professor.	Member,Teacher Representative.
(8)Sri Kartik Ghosh, Chairman, Old Malda Municipality.	Member,Administration.
(9)Dr.Dhurjoti Roy, M.D.	Member, Educationist.
(10)Representative of Malda Mango Merchants' Association.	Member,Representative,Local Merchants' Association.

GOUR MAHAVIDYALAYA,MANGALBARI,MALDA	
INTERNAL QUALITY ASSURANCE CELL	
IQAC: Meeting:	No.04.
Minutes of the proceedings of the meetings of the IQAC	No.04.
Venue:	Virtual class Room.
Date:	08.10.2020.
Time	12 Noon to 4 P.M. (4 Hours)
Agenda of the meeting:	1:To confirm the resolutions of the previous meeting.
	2: Discussion on the Action taken Report of the previous meeting dated 31.08.2020.
	3.Orientation Programme and Quality Enhancement.

Minutes of the meeting of the IQAC, Gour Mahavidyalaya, Mangalbari, Malda, held on 08.10.2020 at 7 P.M. to 9 P.M. (2 hours) in the Principal's chamber.

Dr. Ashim Kumar Sarkar, Principal, takes the chair and initiates the discussion.

Agenda of the meeting: 1. To confirm the resolutions of the previous meeting.

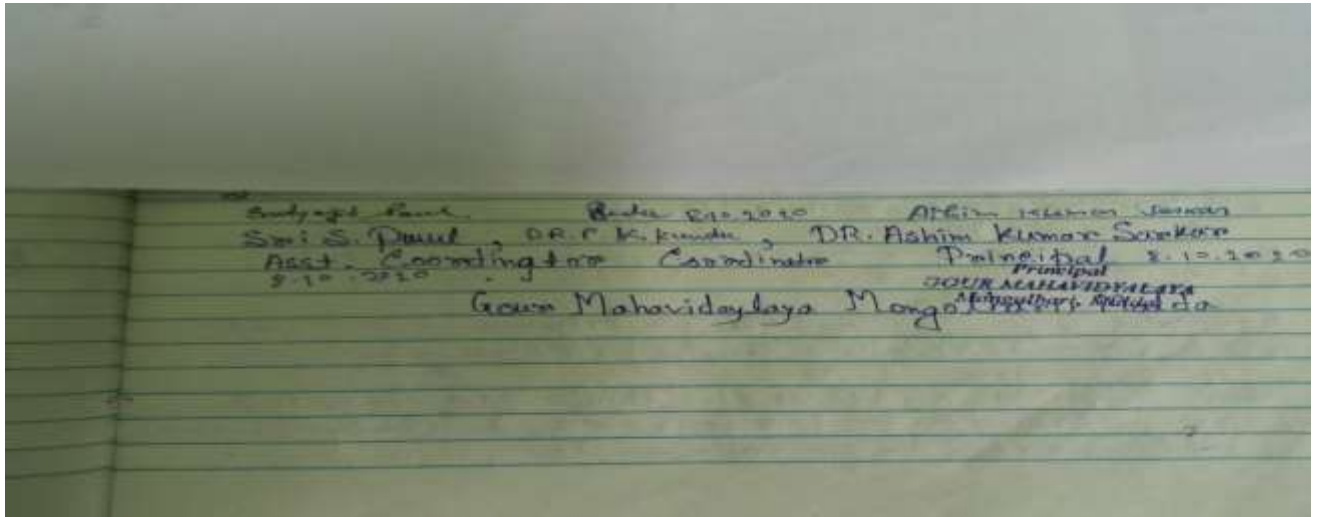
1. Resolved that the resolutions of the previous meeting dated 31.08.2020 are read out and confirmed.

Agenda: 2: 2: Discussion on the Action taken Report of the previous meeting dated 31.08.2020.

2. It is observed that the Conveners of the Different Committees have completed the work related to filling of SSR, NAAC, 3rd Cycle.

Agenda. 3. Orientation Programme and Quality Enhancement.

3. Dr. P.K. Kundu, Coordinator, IQAC, discussed thoroughly how to fill up new format of SSR, NAAC, 3rd Cycle. Sri Satyajit Paul, Assistant Coordinator, IQAC, guided the members through power point presentation. It is observed that Dr. S. Shome, Convener of the Academic Council, Sri Rakesh Sarkar, Convener, games and Sports committee, programme Officer, N.S.S. Unit-1, have completed the task.



ACTION TAKEN REPORT

Minutes of the proceedings of the meetings of the IQAC, Gour Mahavidyalaya, Mangalbari, Malda, held on 08.10.2020 at 12 Noon to 4 P.M. (4 Hours, Online) in the virtual class room (Meeting No-4)

Action taken report on the basis of the meeting of the IQAC held on 08.10. 2020 at 12 Noon to 4 P.M. in the virtual class room (4 hours)

Sl. No.	Agenda	Discussion	Action taken report
1.	1. To confirm the resolutions of the previous meeting.	1. Dr. P. K. Kundu, Coordinator, IQAC, read out the resolutions of the previous meeting dated 31.08.2020	1. The resolutions of the previous meeting dated 31.08.2020 were confirmed.
2.	2: Discussion on the Action taken Report of	Reviewed the Action taken Report of the previous meeting dated 31.08.2020. Dr. A. K. Sarakar, Principal,	It is observed that the Conveners of the Different Committees completed 25

	the previous meeting dated 31.08.2020.	requested the members to follow new guidelines for filling SSR.	% work related to filling of SSR, NAAC, 3rd Cycle.
3.	3. Orientation Programme and Quality Enhancement.	Dr.P.K.Kundu, Coordinator, IQAC, discussed thoroughly how to fill up new format of SSR, NAAC ,3rd Cycle.Sri Satyajit Paul, Assistant Coordinator, IQAC, guided the members through power point presentation.	Dr.S.Shome, Convener of the Academic Council, Sri Rakesh Sarkar, Convener, Games and Sports committee, programme Officer, N.S.S. Unit-1, completed the task.

Internal Quality Assurance Cell	Constituted on 13.05.2019.
(1) Dr. Ashim Kumar Sarkar, Principal andChairman.	, Principal andChairman.
(2) Dr.Pulak Kumar Kundu, Associate Professor.	Coordinator.
(3) Dr.Susmita Shome,	Member,Teacher

Associate Professor.	Representative.
(4) Arijit Bhattacharya, Assistant Professor.	Member ,Representative,Administration, Secretary Teachers' Council.
(5)Md Mursed Alam, Assistant Professor.	Member,Teacher Representative.
(6)Dr.N.K.Mridha, Assistant Professor .	Member,Bursar, Representative,Administration.
(7)Smt. Supriya Biswas, Assistant professor.	Member,Teacher Representative.
(8)Sri Kartik Ghosh, Chairman, Old Malda Municipality.	Member,Administration.
(9)Dr.Dhurjoti Roy, M.D.	Member, Educationist.
(10)Representative of Malda Mango Merchants' Association.	Member,Representative,Local Merchants' Association.

GOUR MAHAVIDYALAYA,MANGALBARI,MALDA	
INTERNAL QUALITY ASSURANCE CELL	
IQAC: Meeting:	No.05.
Minutes of the proceedings of the meetings of the IQAC	No.05.
Venue:	Principal's chamber.
Date:	07.12.2020
Time	12 Noon to 1 P.M.(1 Hour)
Agenda of the meeting:	1:To confirm the resolutions of the previous meeting.
	2:Data Entry: SSR-Item No.2.3.-Teaching and Learning and CAS papers of Sri Arijit Bhattacharya,Sri Akhil

	Das,Assistant Professor in Computer Science.
	3. Data Entry: SSR-Item No.1.3.Curruculum Enrichment.
	4.Administrative Training of the Members of the Teaching and Non-Teaching Staff and CAS Papers of Dr.Supriya Biswas, Assistant Professor in History.

Minutes of the meeting of the IQAC,Gour Mahavidyalaya,Mangalbari,Malda,held on07.12.2020 at 12 Noon to 1 P.M.(1 hour) in the Seminar Hall.

Dr.Ashim Kumar Sarkar,Principal, takes the chair and initiates the discussion.

Agenda of the meeting:1.To confirm the resolutions of the previous meeting dated 31.08.2020.

1.Resolved that the resolutions of the previous meeting dated 31.08.2020 are read out and confirmed.

Agenda of the meeting:2: Data Entry: SSR-Item No.2.3.- Teaching and Learning and CAS papers of Sri Arijit Bhattacharya,Sri Akhil Das,Assistant Professor in Computer Science, and Sri Rakesh Sarkar, Assistant Professor in Mathematics.

2.(a)It is observed that Md.Mursed Alam, Assistant Professor and Assistant convener, NAAC screening

Committee, and Member of NAAC Team B, has completed the task.(b) Resolved that CAs papers of CAS papers of Sri Arijit Bhattacharya,Sri Akhil Das,Assistant Professor in Computer Science, and Sri Rakesh Sarkar, Assistant Professor in Mathematics ,are approved and Principal is requested to issue letters for subject experts.

Agenda: 3. Data Entry: SSR-Item No.1.3.Curruculum Enrichment.

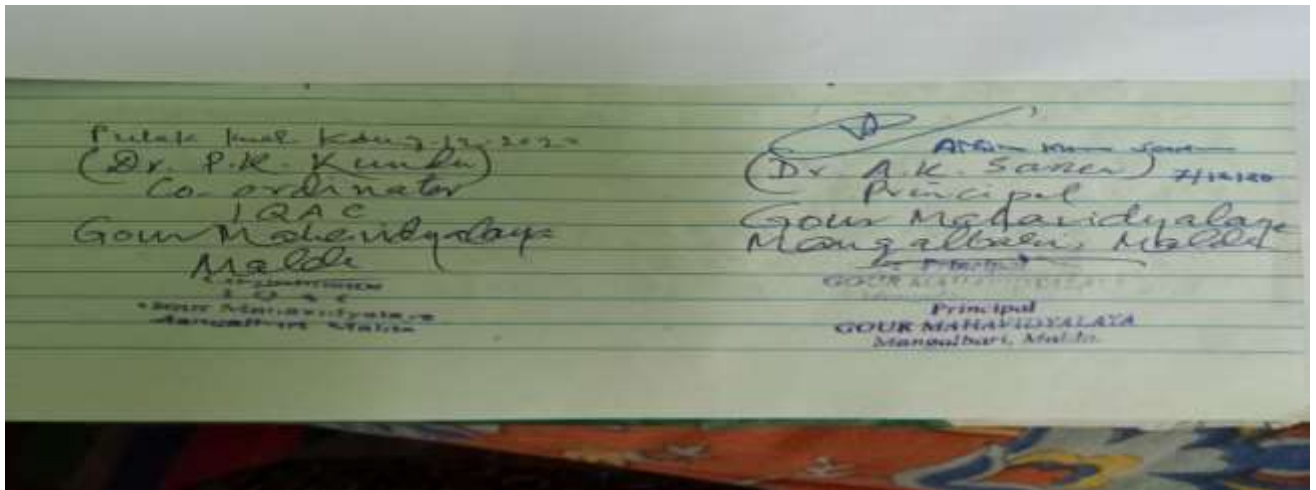
3.It is observed that Smt Urmimala Basak Roy,Assistant Professor in Sociology, has completed the task.

Agenda: 4.Administrative Training of the Members of the Teaching and Non-Teaching Staff and CAS Papers of Dr.Supriya Biswas, Assistant Professor in History.

4.(a) It is observed that Administrative training of the Teaching and Non-Teaching Staff is held on 7.12.2020 from 2 P.M. to 4 P.M.Sri Chandan Soren, a member of the Non-Teaching Staff, is requested to entry data related to Scholarship/Stipend for SC,ST students in excel format.

(b)Resolved that CAs papers of Dr.Supriya Biswas, Assistant Professor in History, is approved and Principal is requested to issue letter for subject expert.

The meeting came to an end with a vote of thanks to and from the chair.



ACTION TAKEN REPORT

Minutes of the proceedings of the meetings of the IQAC, Gour Mahavidyalaya, Mangalbari, Malda, held on 07.12.2020 at 12 Noon to 1 P.M. (1 Hour) in the Seminar Hall. (Meeting No-5)

Action taken report on the basis of the meeting of the IQAC held on 07.12.2020 at 12 Noon to 1 P.M. (1 Hour) in the Seminar Hall. (Meeting No-5)

Sl. No.	Agenda	Discussion	Action taken report
1.	1. To confirm the resolutions of the previous meeting.	1. Dr. P.K. Kundu, Coordinator, IQAC, read out the resolutions of the previous meeting dated 31.08.2020	1. The resolutions of the previous meeting dated 31.08.2020 were confirmed.
2.	2. 2: Data Entry: SSR-Item No. 2.3.- Teaching and Learning and CAS papers of	(a) Dr. Mursed Alam, Assistant Professor in English and Assistant	(a) Md mursed Alam, Assistant Professor in

	<p>Sri Arijit Bhattacharya, Sri Akhil Das,Assistant Professor in Computer Science, and Sri Rakesh Sarkar, Assistant Professor in Mathematics.</p>	<p>Coordinator, NAAC screening Committee,s ubmitted in filled in format.</p> <p>(b).Members verified CAS papers of Sri Arijit Bhattacharya,Sri Akhil Das,Assistant Professor in Computer Science, and Sri Rakesh Sarkar, Assistant Professor in Mathematics.</p>	<p>English, Assista nt Coonve ner, NAAC Screeni ng Commit tee, complet ed the task.</p> <p>(b) CAS papers of Sri Arijit Bhattacharya, Sri Akhil Das,Assistant Professor in Computer Science, and Sri Rakesh Sarkar, Assistant Professor in Mathematics, are approved.</p>
<p>3.</p>	<p>3. Data Entry: SSR-Item No.1.3.Curricul</p>	<p>Smt Urmimala Basak</p>	<p>Smt Urmimala Basak Roy,Assistant</p>

	um Enrichment.	Roy,Assistant Professor in Sociology, submitted data in excel format.	Professor in Sociology, completed the task.
4.	4. Administrative Training of the Members of the Teaching and Non- Teaching Staff and CAS Papers of Dr.Supriya Biswas, Assistant Professor in History.	(a)Dr.P.K.Kundu, Coordinator, IQAC,Sri Rakesh Sarkar, convener, Games and Sports Committee, Programme Officer, N.S.S. Unit - 1,discussed in detail how data will have to be verified and entered by different conveners of the different committees.(b) Members verified CAS papers of Dr.S.Biswas, Assistant Professor in History, is approved.	(a)Programme was held on 7.12.2020 from 2 P.M. to 4 P.M in the Seminar Hall. (b) CAS Papers of Dr.S.Biswas, Assistant Professor in History, is approved.

Internal Quality Assurance Cell	Constituted on 13.05.2019.
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(1) Dr. Ashim Kumar Sarkar, Principal and Chairman.	, Principal and Chairman.
(2) Dr.Pulak Kumar Kundu, Associate Professor.	Coordinator.
(3) Dr.Susmita Shome, Associate Professor.	Member,Teacher Representative.
(4) Arijit Bhattacharya, Assistant Professor.	Member ,Representative,Administration, Secretary Teachers' Council.
(5)Md Mursed Alam, Assistant Professor.	Member,Teacher Representative.
(6)Dr.N.K.Mridha, Assistant Professor .	Member,Bursar, Representative,Administration.
(7)Smt. Supriya Biswas, Assistant professor.	Member,Teacher Representative.
(8)Sri Kartik Ghosh, Chairman, Old Malda Municipality.	Member,Administration.
(9)Dr.Dhurjoti Roy, M.D.	Member, Educationist.
(10)Representative of Malda Mango Merchants' Association.	Member,Representative,Local Merchants' Association.

GOUR MAHAVIDYALAYA,MANGALBARI,MALDA	
INTERNAL QUALITY ASSURANCE CELL	
IQAC: Meeting:	No.6.
Minutes of the proceedings of the meetings of the IQAC	No.06.
Venue:	Principal's chamber.
Date:	22.03.2021.
Time	1 P.M. to 2 P.M.(1 Hour).
Agenda of the meeting:	1:To confirm the resolutions of the previous meeting.

	2:Introduction of New Courses.
	3.Submission of Tour Report of the Department of Computer Science.
	4.Programme on Gender issues.
	5.Negligency of Duty(Teaching).

Minutes of the meeting of the IQAC,Gour Mahavidyalaya,Mangalbari,Malda,held on22.03.2021 at 1 P.M. to 2 P.M.(1 Hour) in the principal's chamber.

Dr.Ashim Kumar Sarkar,Principal, takes the chair and initiates the discussion.

Agenda of the meeting:1.To confirm the resolutions of the previous meeting.

1.Resolved that the resolutions of the previous meeti dated07.12.2020 are read out and confirmed.

Agenda of the meeting:2: Introduction of New Courses.

2.Resolved that the following courses are to be introduced:

New Subjects	Responsibility
MCA in Computer Science	Faculty Members – Computer Science.
M.Sc. in Computer Science	Faculty Members –

	Computer Science.
P.G. in English	Faculty Members –English.

Agenda:3. 3.Submission of Tour Report of the Department of Computer Science.

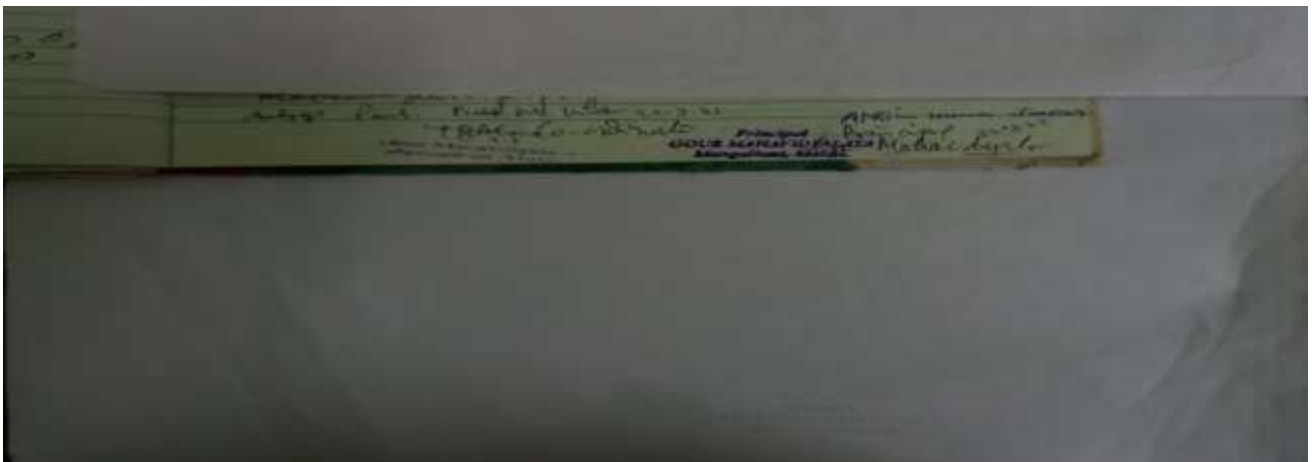
3.Resolved that the faculty members of the Department of Computer Science are requested to submit Tour Report to the office of the IQAC.

Agenda: 4.Programme on Gender issues.

4.Members of the Bishakha Committee are requested to submit report on Gender issues.

Agenda: 5.Negligency of Duty(Teaching).

5.Sri Dipanjan Saha, State Aided College Teacher is asked to perform his academic duty properly.



ACTION TAKEN REPORT

Minutes of the proceedings of the meetings of the IQAC, Gour Mahavidyalaya, Mangalbari, Malda, held on 22.03.2021 at 1 P.M. to 2 P.M. (1 Hour) in the Principal's chamber (Meeting No-6)

Action taken report on the basis of the meeting of the IQAC

held on 22.03.2021 at 1 P.M. to 2 P.M. (1 Hour) in the Principal's chamber:

Sl. No.	Agenda	Discussion	Action taken report
1.	1.To confirm the resolutions of the previous meeting.	1.Dr.P.K.Kundu, Coordinator,IQAC,read out the resolutions of the previous meeting dated 07.12.2020	1.The resolutions of the previous meeting dated 07.12.2020 were confirmed.
2.	2: Introduction of New Courses.	Dr.A.K.Sarkar,Principal, requested Sri Arijit Bhattacharya, Assistant professor in Computer Science and Dr. Mursed Alam, Assistant Professor in English to prepare proposal in this regard.	Sri Arijit Bhattacharya, Assistant professor in Computer Science and Dr. Mursed Alam, Assistant Professor in English to prepared the proposal in this regard and submitted to the office of the Principal.
4.	4.Programme on Gender issues.	IQAC coordinator requested Smt Urmimala Basak Roy,Convener,	Members of the Bishaha committee completed the

		Bishaka Committee, to complete the task.	task on 27.03.2021. A programme on Gender issues was organized.
5.	5.Negligency of Duty(Teaching).	Faculty members of the Department of Computer Science informed that Sri Dipanjan Saha, State Aided College Teacher, failed to enter marks concerning internal assessment in the portal.	Sri Dipanjan Saha, State Aided College Teacher, was asked to perform his duty properly. Sr D.Saha assured us that he will perform his duty properly henceforth.

Internal Quality Assurance Cell	Constituted on 09.04.2021.
(1) Dr. Ashim Kumar Sarkar, Principal and Chairman.	, Principal and Chairman.
(2) Dr.Pulak Kumar Kundu, Associate Professor.	Coordinator.
(3) Dr.Susmita Shome, Associate Professor.	Member, Teacher Representative.
(4) Arijit Bhattacharya, Assistant Professor.	Member, Representative, Administration,

	Secretary Teachers' Council.
(5)Md Mursed Alam, Assistant Professor.	Member,Teacher Representative.
(6)Dr.N.K.Mridha, Assistant Professor .	Member,Bursar, Representative,Administration.
(7)Smt. Supriya Biswas, Assistant professor.	Member,Teacher Representative.
(8)Sri Kartik Ghosh, Chairman, Old Malda Municipality.	Member,Administration.
(9)Dr.K.M.Mahata,Assistant Professor	Member,Teacher.
(10)Representative of Malda Mango Merchants' Association.	Member,Representative,Local Merchants' Association.
11.Sri Satyajit Paul,Assistant Coordinator	Member,Teacher.
12.Dr.S.Agarwal, , Assistant Professor	Member,Teacher.
13.Dr.Anirban Roy, Assistant Professor	Member,Teacher.
14.Suman Mandal,Student	Member, Student.
15.Sri Bikram Saha,Assistant Professor	Alumni,Member.
16.Representative, Malda Merchants Association	Member, Local BusinessAssociation.
17.Deepa Lama Tamang,	Member,Teacher.
18.Dr.R.Chakraborty	Member,Teacher.
19.Dr.Arun Pramanik	Member,Teacher.
20.Sri Rakesh Sarkar Assistant Professor	Member,Teacher.
21.Syfujjaman Tarafder,Assistant Professor	Member,Teacher.
22.Sri Bijan Sikder,Management	Member,Management.
23.Md Mustaq Ali,Management	Member,Management.

24.Keka Kumar, Librarian	Member, Management.
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GOUR MAHAVIDYALAYA,MANGALBARI,MALDA	
INTERNAL QUALITY ASSURANCE CELL	
IQAC: Meeting:	No.07.
Minutes of the proceedings of the meetings of the IQAC	No.07.
Venue:	Principal's chamber.
Date:	13.05.2021.
Time	1 P.M. to 2 P.M.(1 hour).
Agenda of the meeting:	1:To confirm the resolutions of the previous meeting.
	2.Discussion on submission of AQAR of the year 2020-2021.

Minutes of the meeting of the IQAC,Gour Mahavidyalaya,Mangalbari,Malda,held on13.05.2021 at 1 P.M. to 2 P.M. in the principal's room.

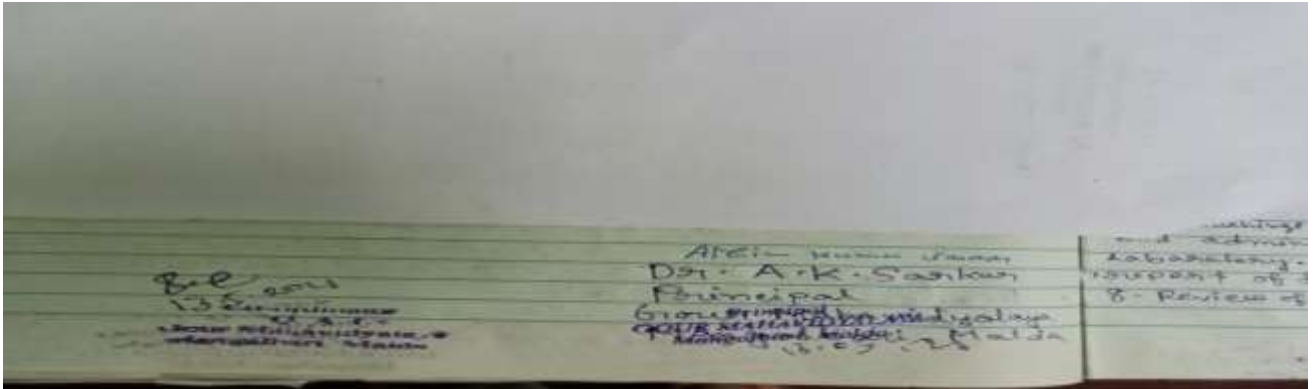
Dr.Ashim Kumar Sarkar,Principal, takes the chair and initiates the discussion.

Agenda of the meeting:1.To confirm the resolutions of the previous meeting.

1.Resolved that the resolutions of the previous meeting dated 22.03.2021 are read out and conformed.

Agenda of the meeting:2.discussion on submission of AQAR of the year 2020-21.

2.Resolved that AQAR of the year 2020-21 is approved and members of the IQAC are requested to submit the report(Online).



ACTION TAKEN REPORT

Minutes of the proceedings of the meetings of the IQAC, Gour Mahavidyalaya, Mangalbari, Malda, held on 13.05.2021 at 1 P.M. to 2 P.M. (1 hour) in the Principal's chamber (Meeting No-7)

Action taken report on the basis of the meeting of the IQAC held on 13.05.2021 at 1 P.M. to 2 P.M. (1 hour) in the Principal's chamber:

Sl. No.	Agenda	Discussion	Action taken report
1.	1.To confirm the resolutions of the previous meeting.	1.Dr.P.K.Kundu, Coordinator,IQAC, read out the resolutions of the previous meeting dated 22.03.2021.	1.The resolutions of the previous meeting dated 22.03.2021 were confirmed.

2.	2.Discussion non submission of AQAR of the year 2020-21.	AQAR of the year2020-21 was approved.	AQAR of the year2020-21 will be submitted .
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